

**SUMTER COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE SUMMARY**

**SUBJECT:** Variance to the Sumter County Purchasing Policy for Duration of Advertising due to a Community Development Block Grant Opportunity

**REQUESTED ACTION:** Approve the Variance

☐ Work Session (Report Only)

☒ Regular Meeting

**DATE OF MEETING:** \_\_\_\_\_

☐ Special Meeting

**CONTRACT:** ☒ N/A

Effective Date: \_\_\_\_\_

Managing Division / Dept: \_\_\_\_\_

Vendor/Entity: \_\_\_\_\_

Termination Date: \_\_\_\_\_

**BUDGET IMPACT:**

☐ Annual

☐ Capital

☒ N/A

**FUNDING SOURCE:** \_\_\_\_\_

**EXPENDITURE ACCOUNT:** \_\_\_\_\_

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**HISTORY/FACTS/ISSUES:**

Sumter County was provided a notice of an upcoming Community Development Block Grant funding opportunity. The selected project that we are pursuing is internal drainage improvements to the subdivision of Panacoochee Retreats. The grant, if awarded, would provide the funding for the construction of the drainage improvements and the grant administration. The former study and new design/permitting will be the in-kind match provided with the application.

The variance to the purchasing policy is for the advertisement requirements (30 days) to the CDBG (20 days) of advertising. The 10 days extra time allows for the grant administration proposals to be received, reviewed, and an award recommendation to the BOCC to be made at the earliest BOCC meeting available. The grant administration contract will provide the support to complete the grant application as well as the full administration of the grant (for compliance purposes) if awarded.

The possible amount of award for this project would be \$250,000.00

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**Douglas, Jessica**

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**From:** Arnold, Bradley  
**Sent:** Wednesday, March 17, 2010 11:27 AM  
**To:** Douglas, Jessica  
**Subject:** Fw: CDBG requirements for advertising  
Another one for the agenda for us to discuss.

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**From:** Taylor, Amanda  
**To:** Arnold, Bradley  
**Cc:** Young, Kathy; Douglas, Jessica  
**Sent:** Wed Mar 17 11:26:27 2010  
**Subject:** FW: CDBG requirements for advertising

Because of the information stated below I am requesting that you ask the Board to approve making an exception to the Purchasing Policy and Procedures Manual requiring the bid to be active thirty (30) days to only twenty (20) days so DCA's requirements can be met for this project.

Please let me know if there is anything I can do to further assist with this request.

Thank you.

Mrs. Amanda Taylor  
Budget & Purchasing Coordinator  
352-569-6067 ext 2387

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**From:** Young, Kathy  
**Sent:** Wednesday, March 17, 2010 11:23 AM  
**To:** Taylor, Amanda  
**Subject:** CDBG requirements for advertising

The Department shall publish a Notice of Funding Availability (NOFA) which establishes a deadline date and time for submission of applications. The NOFA shall be published in the Florida Administrative Weekly at least 45 days in advance of the deadline. The grant cycle is only 45 days, so once DCA publishes the application period, there is a very limited window to complete 2 public hearings, surveys and all other requirements associated with the application. By decreasing the deadline for advertising to 20 days this will give the grant administrator time to complete all facets of the the application requirements by the end of May just in case the application deadline is not extended to June 2010. DCA does not have a timeline since the final hearing on the new rule was March 16, 2010.

***Kathy Young***

Sumter County Housing Department  
910 North Florida Street, Suite 308  
Bushnell, FL 33513  
(352) 793-0272 phone  
(352) 568-6604 fax  
kathy.young@sumtercountyfl.gov

3/17/2010